

Board Meeting Minutes November 6,2013
Nebraska Section American Water Works Association

Board Chair Eric Lee called the meeting to order @ 1456 hours. The meeting was held at the NSAWWA Annual Conference in the Younes Conference Center in Kearney, Nebraska.

Board Members, Committee Chairs and Visitors present:

Board Chair: Eric Lee

Chair Elect: David Lathrop

Vice Chair: Doug Woodbeck

Secretary: Chad Roberts

Treasurer: Ben Day

Trustee: Milo Rust

Trustee: Jim Shields

Trustee: Eric "Rick" Melcher

Trustee: Mary Poe

Past Chair: Rob Pierce

Director: John Olsson

Committee Chairs: Christian New.

Other attendees: Bruce Dvorak.

The **September 12, 2013 Board Meeting Minutes** were reviewed. No changes where noted. David Lathrop motioned to approve the minutes, second by Doug woodbeck. Unanimous approval.

Treasurers Report: Report was presented and approved during the Business Meeting.

Director's Report: Report was presented and approved during the Business Meeting.

Committee Reports:

Archive & History: Report was presented during the Business Meeting.

Audit: Report was presented during the Business Meeting.

Awards: Report was presented during the Business Meeting.

Budget: Report was presented during the Business Meeting.

Cross-Connection Control: Report was presented during the Business Meeting.

Education: Report was presented during the Business Meeting.

Fall Conference: Report was presented during the Business Meeting.

Fuller Award: Report was presented during the Business Meeting.

MAC: Report was presented during the Business Meeting.

Membership: Report was presented during the Business Meeting.

Nominations: Report was presented during the Business Meeting.

Public Information: Report was presented during the Business Meeting.

Publications: Report was presented during the Business Meeting.

Safety: Report was presented during the Business Meeting.

Scholarship: Report was presented during the Business Meeting.

Small Systems: Report was presented during the Business Meeting.

Student Activities: Report was presented during the Business Meeting.

Water For People: Report was presented during the Business Meeting.

Water Utility Council: Report was presented during the Business Meeting.

Young Professionals: Report was presented during the Business Meeting.

Old Business: Eric Lee presented the idea of reviewing the SOPs. Do the SOPs need an annual review with possible updates or is it better to update the SOPs as needed. Would the Summer Retreat be a good time to review all SOPs? If we updated the SOPs during the Summer Retreat, would the Board vote on the updates during the September Board meeting? One idea was, to have the chair of the committees review their SOPs and highlight any updates. These updates would then be reviewed at the Summer Retreat.

New Business: Eric Lee asked the Board if and how to improvement our Section. It was felt that the no major improvements were needed. The only item that could be adjusted was the Summer Retreat. Bruce Dvorek asked is the Summer Retreat needed every year. I seems that we might be able to do a Bi-Annual Retreat and still be successful. This could be adjusted based on Topics or any "hot" item that need attention.

Doug Woodbeck asked the Section for a more supportive role in politics on new federal regulations as in the new Lead Rule. We need more members active on federal issues. Jim Shields asked the Board if we receive the updates on Federal issues from Washington. Not all

Board members receive those updates. In the near future, Jim will forward these updates to all Board members. Doug feels AWWA does a good job on issues but he would like the utilities to address issues also.

Next Meeting: The next board meeting is scheduled for January, 2014 at _____ hours to be held in _____, Nebraska at _____.

Adjournment: Jim Shields motioned to adjourn, Rob Pierce second. Unanimous approval. Meeting adjourned at 1526 hours.

NE AWWA

Treasurers Report & Budget Report – November 6, 2013

Treasurers Report

Account Summary as of 10/29/13:

- Checking Account	\$36,339.09
- Savings Account	\$5,485.91
- Pipe Workshop	\$2,712.20
Subtotal	\$44,537.20
- CD's Total	\$65,129.97
- Total of all Accounts	\$109,667.17

Fall Conference:

As of the date of this report, \$14,330 has been deposited for Fall Conference registrations. Another packet of checks is to be provided by November 4th. Tony Bilek has provided checks for vendor registrations to be deposited totaling \$33,630, these have not yet been deposited as of the date of this report. Additional checks will be deposited as they are provided.

Distribution of proceeds to NWEA and NE APWA will be calculated and distributed once all expenses and revenue is accounted for.

Budget Report

2013 Budget

The current 2013 Budget as of 10/29/13 is attached.

Bookstore Allotment: \$600 has been used for educational publications, videos, and merchandise to give away at the Fall Conference.

2014 Budget

I have started to prepare the 2014 Budget. I have received budget requests from most committees but am still waiting on several.

Submitted By:

Ben Day, Treasurer

NEBRASKA SECTION AWWA BUDGET 2013				
	2013 Actual	Yr End Est	2013 Budget	
INCOME				
Section Allotment	11811	11841	12153	
Association Allotment	3189	3189	2847	
Multi-section Allotment	561	650	650	
Annual Fall Conference	8695	60000	60000	Assumes \$13,000 over expenses - Confirm with lead for 2012 - AWWA Lead 2013, 2015, 2018
Annual Fall Conference - Donation from Chamber	0	1000	1000	
Interest on Accounts	397.73	532	900	
Advertising Income	400	7000	7000	2013 Wise Water Words
Water for People				
Raffle - Fall Conference	0	2300	2300	Revenue Neutral
Golf Event	11818	11818	10000	Revenue Neutral
Trap Event	1925	2100	2100	Revenue Neutral
Safety Committee	0	1300	1300	2 wrkshops
Special Project Funding	0	0	0	
WARN	0	0	0	
Small Systems	0	250	250	
Education Committee				
Pipe Workshop (Biannual '10, '12, '14)	0	0	0	Revenue Neutral; Asset management workshop in 2012
Preconference (Biannual '11, '13, '15)	0	1800	1800	Revenue Neutral
SRF	?	?	?	Status?
YP Poker Tournament	0	1150	1150	Revenue Neutral
Miscellaneous	0	0	0	
TOTAL INCOME	38796.73	104930	103450	
EXPENSES				
Safety Committee	1561.18	1600	1600	2 workshops & handouts; application mailing & congrats \$200
Cross Connection Workshop	0	2300	2300	(Ultimate backflow challenge \$720, \$80 misc., \$1500 for LoNM contract)
Education				
Education Committee	349	600	600	
LONM/NSAWWA Seminars	5000	5000	5000	
Pipe Workshop ('10, '12, '14)	0	0	0	Revenue neutral; Asset m'gt workshop in 2012
Preconference ('11, '13, '15)	0	1800	1800	Revenue neutral based upon 2011 budget. 2013 budget request of \$1,000
Public Info Comm.	376.09	500	500	Budget Request
Small Systems Committee	0	500	500	No Expesne in 2012
Director's Spouse or incomming (Meeting Expense)	838.4	838.4	850	\$510 for spouse spent in 2012, \$840 for incomming director in 2013
Publications				
Wise Water Words	0	11000	11000	
Membership Directory ('12, '14, '16)	0	0	0	
Advertising	0	0	0	
Student Activity	99.12	300	300	\$72 was spent in 2011 on membership cost defray; (\$100 van for annual conf, \$100 mtgs at UNL, \$100 membership cost defray)

Membership	159.5	300	300	\$277.54 was spent in 2011 on mailings; (\$455 was spent in 2011 for gold NSAWWA lapel pins) Committee request for 2013 - \$300
Awards (non-safety or water contest)	154.5	900	900	370 WISA & Meritorious Operator award forms mail out, 33 Fuller Award Plaque, 27 Fuller Award Pin, 70 Best in Show MAC, 108 AWWA Section Chair Plaque & Pin, 124 Six plaques, more awards expected in 2012; Mari Matulka had awards left over from 2010; \$100 Safety Awards
Water Research Foundation (WRF)	0	1000	1000	Send check at treasurer's convenience to: Ms Kay Priebe, Water Research Foundation, 6666 W Quincy Ave, Denver, CO 80235
Regional Officer's Meeting/Officer Training				
Summer Leadership Workshop	827.79	827.79	1500	
Membership Summit	0	750	750	
WFP Workshop	0	1000	1000	Budget Request Chris New
Regional Officer Meetings	1500	1500	3000	\$1,500 approved from this budget for Mary Poe to attend ACE 2013
Nebraska Hosting RSMO in 2016	0	0	0	
Annual Meeting at Fall Conference	0	850	850	
Annual Fall Conference Shared Expenses ('13, '15, '18, .	985.47	47000	47000	Cost center when NSAWWA is lead organization at annual conf
Annual Fall Conference Distribution of Chamber Donatio	550	600	600	Disbursement to other organizations for Kearney Chamber donation
Water for People - Event Expenses				
Raffle - Fall Conference	139.19	800	800	Revenue neutral
Golf Event	5651.14	5651.14	5500	Revenue neutral
Trap Event	1008	1008	300	Revenue neutral
Water for People - Donation WFP				
Raffle - Fall Conference	0	1500	1500	Revenue neutral
Golf Event	6166.86	6166.86	4500	Revenue neutral
Trap Event	917	917	1800	Revenue neutral
MAC Activities	0	200	200	\$200 for Annual conference MAC Lottery
Scholarships				
Abel Wolman	0	1000	1000	Director gives check during Winter Mtg or ACE or just mail in; AWWA Executive Director, AWWA, 6666 W Quincy Ave, Denver, CO 80235
Stockholm Water Prize	0	500	500	
Meter Madness	0	1000	1000	
Top Ops	3000	3300	3300	2 to 3 people; \$3000/# of people up to expenses; \$255 Top Ops Cash prizes an annualc conference. Where does meter madness fit in???
Poster Board Competition	0	1000	1000	1 person (registration is free)
Conference	0 ?		0	?????
Leisen	0	3000	3000	
SRF	0	0	0	
Young Professionals				
YP Activities Expenses	0	500	500	300 to 500 for group activities
YP Charity Event Expenses	0	700	700	YP Poker tournament; revenue neutral
YP Charity Donations	0	450	450	Engineers without borders donation; revenue neutral
Water Utility Council	980	980	800	Registration at ACE & travel expenses, \$780 spent in 2012
Nitrate Ad Hoc Committee	0	250	250	
WARN	300	750	750	WARN newsletter as per Rick Melcher 11/30 Request
Washington Fly-In	2076.67	2076.67	2200	\$2131 spent in 2012

Business				
Conference Calls	108.59	250	250	\$177 was spent in 2011
Web Site Hosting ('12, '14, '16)	0	0	0	For two year renewal
Web Site Registration	0	0	0	Renews in 7/30/16
PO Box	54	55	55	\$44 in 2011
Bonds for treasurers (2)	100	125	125	\$100 was spent in 2011
Retreat (Annual)	192.97	192.97	175	\$151.61 spent in 2012
Tax Prep (Annual)	600	600	575	
Secretary of State ('11, '13, '15, etc)	30	30	25	
Audit ('10, '13, '16, etc)	3000	3000	2750	In 2010, \$2500 was spent
Miscellaneous (pens, postage, envelopes)	0	150	150	
TOTAL EXPENSE	\$ 36,725.47	\$ 115,318.83	\$ 115,505.00	
NET INCOME	\$ 2,071.26	\$ (10,388.83)	\$ (12,055.00)	
				All accounts accurate as of 10/29/13
Preconference Savings Acct **	0			XXXXXX9140
Pipe Workshop Savings Acct*	2712.2			XXXXXX6735
Savings Acct Balance	5485.91			XXXXXX8714
Checking Acct Balance	36339.09			XXXXXX9562
* transferred from checking to savings	1121.86			9.11.12
** transferred from Preconf Savings to Checking	3558.44			12.27.12 sent check to NRWA in the amount of \$3,285.16 for disburseme
CD Reserves			Interest Rate	
082612 CD	11912.84		1.40%	TIME ACCOUNT XXXXXX1283
032613 CD	11932.37		1.90%	TIME ACCOUNT XXXXXX1300
080814 CD	8142.38		1.64%	TIME ACCOUNT XXXXXX5435
040815 CD	8142.38		1.04%	TIME ACCOUNT XXXXXX5443
Total	40129.97			
Reserve Goal \$40,000				
			Interest Rate	
032912 Leisen Scholarship CD	8333.00		0.90%	TIME ACCOUNT XXXXXX5690
112912 Leisen Scholarship CD	8334.00		1.88%	TIME ACCOUNT XXXXXX5674
092916 Leisen Scholarship CD	8333.00		0.90%	TIME ACCOUNT XXXXXX5682
Total	25000.00			
Book Allotment Budget / Income			600.00	